

## **TOWN BOARD**

The Town Board, Town of Highlands, held a Budget Workshop and Meeting on August 29, 2016 at Town Hall, 254 Main St, Highland Falls, NY at 6:00pm.

PRESENT:	Mervin R. Livsey	----	Supervisor
	William Edsall	----	Council Member
	Tyrone King	----	Council Member
	June Gunza	----	Council Member
	Adrienne T. Voltaire	----	Council Member
	Kelly Blauvelt	----	Comptroller
	June Patterson	----	Town Clerk

Supervisor Livsey opened the Budget Workshop at 6:00pm.

### **COURT**

Justice Donaldson said his budget is unchanged. Mr. Donaldson said he would like a new part-time clerk, but understands that is not possible.

Justice Donaldson said he has raised his revenues a little and lowered the uniform costs.

### **AMBULANCE**

Capt. Byrnes said she has raised her equipment line quite a bit because Orange County will be implementing a new radio system. Ms. Byrnes said the County is supposed to supply the Town with the equipment, but she would like to be prepared.

Supervisor Livsey said he would like to take it out of the budget and get the money from somewhere else, if needed.

The Board left \$2,000 in the equipment line.

After a discussion, it was decided to leave \$4,000 in the budget for fuel.

Capt. Byrnes said the Ambulance Corps is waiting to be placed in a trial program to use needles instead of the Epi-Pens, which is significantly cheaper. Ms. Byrnes said all her personnel have been trained.

Capt. Byrnes said this the training line went up a little.

### **Service Award Program**

Ms. Blauvelt stated that if the Board decides to go with the 30 years instead of 20 years, it would cost the Town \$3,000 more per year.

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Supervisor Livsey said this is something that has to get voted on by the public.

Capt. Byrnes asked the Board to not cut utilities or training.

Capt. Byrnes also stated that, because of the new billing company, she has been advised to raise her revenues.

## **SUPERINTENDENT OF HIGHWAYS**

### **Traffic Control**

Mr. Patterson said he is trying to get the new signs covered by CHIPS, so he left that amount the same as last year.

### **Supt. Of Highways**

Mr. Patterson said this budget went up a little. Mr. Patterson said he put back the 8% in his Other Expenses and brought his cell-phone up to \$600.

### **Highway Garage**

Mr. Patterson said he raised his Other Expensed for the Garage to \$3,000.

After a discussion, Utilities was dropped to \$17,000.

### **Parks, Bldgs & Grounds**

Mr. Patterson said this went up a little.

Supervisor Livsey questioned the \$4,000 in Generator Repairs.

Mr. Patterson explained that no generators have been serviced yet.

The Board discussed the servicing of the generators.

The Utilities line was reduced to \$1,200.

Council Member Gunza said the Utilities line could be revisited later, if needed.

## **CEMETERIES**

Mr. Patterson said the Personal Services line is up a little.

Mr. Patterson said he has had nothing but problems with the contractors who mow the cemeteries so he raised that line a little.

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**WATER PROTECTION**

**Garrison Pond**

Mr. Patterson said he brought that amount back to \$10,000.

**REVENUES**

Mr. Patterson left his revenues the same.

**MACHINERY REPAIR**

Mr. Patterson said he has put in \$2,500 to purchase a sign post driver.

**SNOW REMOVAL**

Mr. Patterson said this went up a little. Mr. Patterson also said he put back the 8% that was taken from the Salt Shed Expenses last year.

After a discussion Other Expenses was lowered to \$36,800.

**BOND**

Ms. Blauvelt said this is a new line for the truck and it has \$10,000 in it.

**PART-TOWN HIGHWAY**

Mr. Patterson explained what comes out of Other Expenses.

It was questioned why so much is budgeted when so little has been spent.

Mr. Patterson stated that there are projects that need to be done still.

Council Member Voltaire stated that she wants to drop that line to \$75,000.

After a discussion, this line was lowered to \$75,000.

Supervisor Livsey asked Mr. Patterson if he needed \$23,000 in his fuel budget.

After a discussion the fuel budget was dropped to \$19,000.

**CHIPS**

Ms. Blauvelt said CHIPS is down, but that doesn't affect the budget.

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### **BOND**

Ms. Blauvelt said this \$5,000 is also for the new truck.

### **SANITATION**

Mr. Patterson said there is a local business that needs a bigger dumpster.

Council Member Gunza said to send him a letter stating that the Town will only pick up the dumpster not any other trash.

Mr. Patterson said he would call him tomorrow.

The Sanitation Reserve went up a little because it was just used.

### **WATER DISTRICT #1**

This has gone up a little in the anticipation of new users.

Ms. Blauvelt said Water Districts are excluded from the Tax Cap.

Ms. Blauvelt said she added \$2,000 for engineering in Other Expenses.

### **WATER DISTRICT #2**

Ms. Blauvelt said the Personal Svcs is up a little, the Equipment is down and she also added money for engineering.

### **HISTORIAN**

Ms. Blauvelt said Ms. Bailey has put her Other Expense line back to \$900.

### **LEGAL**

Ms. Blauvelt said this has gone up \$1,000.

Ms. Blauvelt said she spoke to Mr. Rider and his retainer will remain the same.

### **SPECIAL ITEMS**

Ms. Blauvelt said the Municipal Dues will remain the same.

### **RESERVE FUNDS**

Ms. Blauvelt said she provided the Board with a sheet that contains what the Department Heads have requested and what is currently in the accounts.

There was a discussion on the Road Reserve Fund.

**\*\*\*\*MEETING\*\*\*\***

The Board went into a meeting to discuss the recent bid openings.

**PUMP STATION IMPROVEMENT**

Supervisor Livsey said the bids have been reviewed and the lowest responsible bidder for the improvements is TAM Enterprises and the lowest responsible bidder for the generator is Paruolo Electric.

Council Member Voltaire made a motion seconded by Council Member Edsall to adopt the resolution to award the bid for the Sewer Pump Station Improvements-Generator to Paruolo Electric in the amount of \$24,900.

**RESOLUTION ADOPTED:       5-ayes (Livsey, Edsall, King, Gunza, Voltaire)  
   0-nays**

**\*\*\*\*RESOLUTION ADOPTED\*\*\*\***

Council Member Voltaire made a motion seconded by Council Member Edsall to adopt the resolution to award the bid for the Sewer Pump Station Improvements to TAM Enterprises in the amount of \$48,000.

**RESOLUTION ADOPTED:       5-ayes (Livsey, Edsall, King, Gunza, Voltaire)  
   0-nays**

**\*\*\*\*RESOLUTION ADOPTED\*\*\*\***

**BROOKS LAKE PARK BID**

Supervisor Livsey said there is \$50,000 to work with and the bids ranged from \$124,000 to \$264,000. The Supervisor said Mr. Fusco is going to see if more money is available.

**PLANNING BOARD CONSOLIDATION**

Supervisor Livsey said he is frustrated with this. The Supervisor said he gave the original paperwork to Joe D'Onofrio about four years ago and nothing has been done.

Council Member Edsall said he spoke to the Mayor and his attorney is supposed to call our attorney.

**PUBLIC COMMENT**

James DiSalvo, County Legislator, asked what is being done with the Sales Tax Revenue.

Ms. Blauvelt said it is being left the same.

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Mr. DiSalvo asked if the Sales Tax Revenue was applied to a certain budget.

Ms. Blauvelt informed Mr. DiSalvo that the monies received went into a Revenue Account.

**ADJOURN**

Council Member Voltaire made a motion seconded by Council Member Edsall to adjourn the meeting. Meeting adjourned at 7:40pm.

Attest,

RESOLUTION

OF

AUGUST 29, 2016

A RESOLUTION TO AWARD A BID  
FOR SEWER PUMP STATION IMPROVEMENTS:  
ROUTE 9W GENERATOR

Council Member **Voltaire** moved the following resolution which was seconded by Council Member **Edsall**.

WHEREAS, the Town of Highlands solicited bids for improvements at the Route 9W sewer pump station (the “Pump Station Improvements”), including separately the installation of a generator (the “Generator”);

WHEREAS, the Town Board received bids on the Pump Station Improvements and Generator on August 25, 2016 at 11:00 a.m., and

WHEREAS, the Sewer Superintendent performed a bid evaluation and made a recommendation to award the contract for the Generator to Paruolo Electric, Inc. (the “Contractor”), in the amount of Twenty Four Thousand Nine Hundred and 00/100 (\$24,900.00) Dollars; and

WHEREAS, the funds are available for the project.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Highlands hereby does award the contract for the Generator at the pump station to the lowest responsible bidder, Paruolo Electric, Inc., at its bid price of Twenty Four Thousand Nine Hundred and 00/100 (\$24,900.00) Dollars; and

BE IT FURTHER RESOLVED, that the Town Clerk shall provide the notice of award to the successful bidder; and

BE IT FURTHER RESOLVED, that the Supervisor and officers of the Town are hereby

authorized and empowered to make, execute and deliver, or cause to be made, executed and delivered, in the name of and on behalf of the Town, all such certificates, agreements, documents and papers as may be necessary to effectuate and carry out the contents of the foregoing resolutions and the terms and conditions of the Bid and Contract Documents; and

BE IT FURTHER RESOLVED that the aforesaid resolutions shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

Tyrone King, Councilman	voting	<b>Aye</b>
June Gunza, Councilwoman	voting	<b>Aye</b>
Adrienne T. Voltaire, Councilwoman	voting	<b>Aye</b>
William Edsall, Councilman	voting	<b>Aye</b>
Mervin R. Livsey, Supervisor	voting	<b>Aye</b>

The foregoing constitutes a true and complete copy of a resolution duly made, seconded and adopted at a meeting of the Town Board, Town of Highlands, on August 29, 2016.

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June Patterson, Town Clerk



RESOLUTION

OF

AUGUST 29, 2016

A RESOLUTION TO AWARD A BID  
FOR SEWER PUMP STATION IMPROVEMENTS:  
ROUTE 9W

Council Member **Voltaire** moved the following resolution which was seconded by Council Member **Edsall**.

WHEREAS, the Town of Highlands solicited bids for improvements at the Route 9W sewer pump station (the “Pump Station Improvements”);

WHEREAS, the Town Board received bids on the Pump Station Improvements on August 25, 2016 at 11:00 a.m., and

WHEREAS, the Sewer Superintendent performed a bid evaluation and made a recommendation to award the contract for the Pump Station Improvements to TAM Enterprises, Inc. (the “Contractor”), in the amount of Forty Eight Thousand and 00/100 (\$48,000.00) Dollars; and

WHEREAS, the funds are available for the project.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Highlands hereby does award the contract for the Pump Station Improvements to the lowest responsible bidder, TAM Enterprises, Inc., at its bid price of Forty Eight Thousand and 00/100 (\$48,000.00) Dollars; and

BE IT FURTHER RESOLVED, that the Town Clerk shall provide the notice of award to the successful bidder; and

BE IT FURTHER RESOLVED, that the Supervisor and officers of the Town are hereby authorized and empowered to make, execute and deliver, or cause to be made, executed and

delivered, in the name of and on behalf of the Town, all such certificates, agreements, documents and papers as may be necessary to effectuate and carry out the contents of the foregoing resolutions and the terms and conditions of the Bid and Contract Documents; and

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June Patterson, Town Clerk